

# **PERSONNEL BOARD MEETING TOWN OF DEERFIELD, MA**

## **AGENDA**

**Nov. 5th 2013  
6:00pm Town Hall**

### **Members:**

**Jay Wallace, Chairman  
Joanne Carney, Secretary  
John Paciorek Sr.  
Skip Olmstead  
Marie Guerin**

- 1. Review of minutes of the last meeting**
- 2. Old Business:**

**The Board will start working on Position Descriptions and also the Assessors Clerk position, once the Interim Town Administrator, has had a chance to complete her research on those issues.**
- 3. New Business:**

**Discussion and updates on the search for a Town Accountant and also the Town Clerk / Treasurer-Collector positions.**

**Discussion about Harassment Policy and some training issues and also review of data that will be presented at the Town Meeting in April.**

**Review of any other Personnel Issues that come before the Board.**
- 4. Next Meeting**
- 5. Adjournment**